

Downtown Santa Barbara

State Street Promenade Market Covid-19 Safety Plan

& Market Guidelines

1. All vendors, staff and volunteers agree to not come to the market if they are feeling symptoms i.e.: cough, runny nose, fever, headache etc. however mild
2. Masks must be worn at all times by vendors, staff, volunteers and the public
3. All staff and volunteers must take temperatures prior to starting shift and document
4. All staff, volunteers and vendors must sanitize hands before starting their shifts
5. Shared dollies and carts will be sanitized before each use by a designated staff person or volunteer
6. All participating vendors must create their own Covid-19 safety plan for their business.
7. All participating vendors must fill out the **Santa Barbara County Self -Attestation form prior to be able to vend at the market.** Link is below: Vendors must also **print and bring** the “Ready for Business” Sign that is able to be downloaded once the self-attestation form is completed.

Link to Required Self-Attestation form:

https://docs.google.com/forms/d/e/1FAIpQLSffM3_uFPBirYLbrtxH1MSICA3yUHfxKgsjZBw1HPgL_Aifsgg/viewform

8. Vendor booths using tents must have 3 sides of the tent open to the public (not enclosed).
9. Vendor booths will instruct customers to use hand sanitizer for customers prior to touching any materials they have for sale.
10. Booths are placed 10 feet between each vendor booth to allow for social distancing.
11. No more than one household may view a vendor’s wares from the same side of the 10 x 10 booth.
12. Vendors must be prepared to manage lines if they shall form while managing social distancing.

Additional market guidelines:

1. **Vendors may not sell consumable or food items on site,** or items used for creating food at a later time, for example baking or cooking. Items made from extracts that are for use for skin care are okay. Sampling of food items is not permitted at this market until further notice. Gift cards to restaurants may be sold, but no food can be sold on site. Selling vouchers to market patrons for use at a near-by restaurant are okay, but no food can be brought back or distributed from the vendor booth.
2. **Vendors must sell items at the show; no exhibitions or information booths with no items for sale will be permitted.**
3. **Vendors must bring their own tents, tables and chairs** for set up as well as sandbags or water jugs to hold down tents due to wind.
4. **UNLOADING / SET UP / BREAKDOWN:** Vendors must unload on Carrillo or Figueroa Streets and use dollies or carts to bring materials to their booth location between 2-3 pm. The Downtown Santa Barbara organization will have an electric golf cart onsite to assist vendors with set up. Vehicles will NOT be allowed into the market area. Break down begins at 7:30 pm, Vendors should not break down their booths in advance of this time. Shall vendors break down in advance they may not be permitted to join for future markets.
5. **PARKING** Ample Parking is available in these near-by public lots:
Public Lot #3 at 32 Carrillo Street
Public Lot #8 1021 Anacapa Street
Public Lot #9 is accessible from two entry points 925 Anacapa St. and 25 Canon Perdido St.
Public Lot #7 at 1115 Anacapa Street
Link to Parking Lot Map:
<https://www.santabarbaraca.gov/civicax/filebank/blobdload.aspx?BlobID=41765>
6. **BOOTH LOCATION & SIZE:** Vendors must set up in the location provided by the market coordinator in advance of the event and must not exceed the size of a 10 foot x 10 foot unless pre-approved by the market coordinator.
7. **LIGHTING & ELECTRICITY USE:** Vendors must bring their own LED lighting or battery powered light to illuminate their booths. No incandescent lights will be allowed because of limited electricity supply and potential to trip the circuit. Vendors will be able to plug in LED lights only to electricity outlets. Bring a extra surge protector and extension cord to ensure access to electrical outlet shall you need one. Overhead lighting holiday lighting is provided but may not be quite enough to light your booth, so additional LED lighting or battery powered is recommended. No electric heaters are allowed. See examples for acceptable lighting in link below:
<https://www.amazon.com/battery-operated-lights/s?k=battery+operated+lights>

8. **PAYMENT:** Vendors must pay for their vendor booths in advance of the market, once accepted into the show by the market coordinator. Costs are \$50 per market or \$125 for 3 consecutive markets. For first time market vendors, an additional market is added as a bonus, so if you sign up for 3 consecutive markets, you will get a 4th free with the total cost being \$125, payable via PayPal. Businesses in the Downtown Business Improvement District (i.e.: businesses located between the blocks of Micheltorena and Gutierrez and Chapala and Anacapa) are Free to participate, but still must fill out an application and be accepted into the show. No refunds will be provided for no shows. Shall the market get rained out; payment will be transferred to the next market. Applications & Payment details at this link:
<https://www.downtownsb.org/events/state-street-promenade-market>
9. **INSURANCE:** Downtown Santa Barbara is in the process of setting up insurance for the market, and our goal is to have a plan that covers our vendors. We will be announcing this shortly. Shall you need to purchase insurance, short or long term, you may purchase it at the link below.
<https://www.actinsurance.com/>
10. **LIABILITY WAIVER:** Vendors are required to fill out the vendor participation application and liability waiver in advance of the show. No vendors may show up to participate without filling out this application in advance and being accepted into the show by the market coordinator.